ER-4-9637

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4 December 1953

MEMORANDUM FOR: All Division and Staff Chiefs
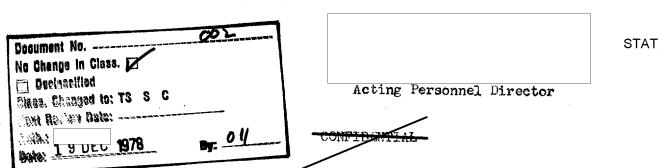
SUBJECT   :   Survey of Relationships between the Personnel Office
                     and the Medical Staff in Regard to Applicant and
                     Employee Processing

1. Several applicant and employee cases involving medical questions
have recently caused considerable trouble within the Personnel Office.
Among these were cases dealing with the processing of applicants for
overseas employment where the Medical Staff took exception, the waiver
of physical examinations, the waiver of certain defects as evidenced by
physical examinations, and the handling of certain disability cases.
Many of these cases required the expenditure of considerable time and
effort to effect adequate processing with little better than stopgap
results. The difficulties encountered in connection with these cases
may be due to the lack of coordination between the Personnel Office and
the Medical Staff, lack of policy guidance for one or both of them, or
lack of understanding of present policy and procedure by the personnel
of one or both of them.

2. Present procedures, as outlined in pertinent Regulations, PDM's,
Notices, etc., are operable, but since certain cases diverge from the
norms to which these procedures are geared, a thorough review of all
relationships as evidenced within the Personnel Office will be under-
taken.

3. The Chief, Plans, Research and Development Staff will conduct a
survey in all Divisions and Staffs within the Personnel Office to deter-
mine current practices, procedures, and such other factual circumstances
involved in the medical processing of applicants, EOD's, personnel on
duty, separatees, etc.

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4. [   ] of PRDS will contact you within a few days to
review the activities of your component in this area. If necessary, he
will discuss these activities at the Branch and Section levels. You are
requested to cooperate fully in this matter so that the survey may be
completed as rapidly as possible.

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Acting Personnel Director

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No Change in Class. ☑
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